INSTRUCTIONS FOR
GROUNDFISH DAILY CUMULATIVE PRODUCTION LOGBOOK (DCPL)
MOTHERSHIP

1. RESPONSIBILITY

The owner of a mothership is responsible for compliance with the applicable recordkeeping and reporting requirements of 50 CFR part 679 and must ensure that the operator or representative complies with these requirements. The signature of the owner or operator on the DCPL is verification of acceptance of that responsibility.

2. TIME LIMITS

The operator of a mothership must:

	TIME LIMIT
Except for records of round weight catch for IR/IU species pollock and Pacific cod, "delivery information"	Within 2 hours after completion of receipt of each groundfish delivery
Record discard/disposition information	(1) By noon each day to record the previous day's discard/disposition (1) occurred on site after receipt of groundfish from a catcher vessel or buying station and during processing of groundfish; (2) reported on a blue DFL received from a catcher vessel delivering groundfish; (3) reported on a yellow DCL received from a buying station delivering groundfish.
Record all other information required in the DCPL	By noon of the day following completion of production.
Record product information	By noon each day for the previous day's production..
Sign the completed DCPL logsheets	By noon of the day following the week-ending date of the weekly reporting period.

Submit the yellow DCPL copies (including buying station copies) each quarter to: NOAA Office of Enforcement Alaska Region Logbook Program P.O. Box 21767 Juneau, Alaska 99802-1767	Quarter/Submit by 1 (Jan 1 - Mar 31) May 1 2 (Apr 1 - Jun 30) Aug 1 3 (Jul 1 - Sep 30) Nov 1 4 (Oct 1 - Dec 31) Feb 1 of the following year.

Goldenrod Logsheet
The goldenrod logsheets are provided to support a separate data collection by the NMFS Observer Program.

3. INFORMATION REQUIRED ON ALL LOGSHEETS
The owner or operator must account for each day of the fishing year and indicate in the DCPL whether the mothership is active or inactive throughout the year.

> Fishing activity for a mothership is defined as receipt, discard, or processing of groundfish.

If a mothership is	Then
Active. a period of time when the mothership is checked-in.	Complete one logsheet per day
Active But Not Receiving or Processing. Anything that does not qualify as active or inactive	Use one logsheet. 1. Check "active but not receiving or processing" 2. Record the first and last day when active but not receiving or processing 3. Indicate why mothership is active but not receiving or processing.

Inactive. A period of time when the mothership is not checked in.	Use one logsheet. 1. Check "inactive". 2. Record the first and last day when inactive. 3. Indicate why mothership is inactive

If the time period that a mothership is inactive or active-not-fishing extends across two or more successive quarters, complete two logsheets: the one to indicate the last day of the first inactive or active-not-fishing quarter and the next page to indicate the first day of the second inactive or active-not-fishing quarter.

Page Numbering. Number the pages in each logbook consecutively, beginning with page 1 for January 1 and continuing throughout the logbook for the remainder of the fishing year.

Logbook Numbering. If more than one logbook is used in a fishing year, the page numbers should follow the consecutive order of the previous logbook.

Mothership Name. Enter complete name as displayed in official documentation.

Operator Name and Signature. Enter printed name and signature of operator; signature verifies the accuracy and completeness of data on the logsheet.

ADF&G Processor No. Enter State of Alaska Department of Fish and Game processor code number of the mothership.

Federal Fisheries Permit No. Enter Federal Fisheries Permit Number of the mothership.

Use a separate logsheet	For each day of an active period
	If harvest from more than one reporting area.
	If harvest under a research program
	If harvest under an experimental fishery
	If harvest under a Western Alaska Community Development Quota (CDQ) program; if fishing under more than one CDQ number, use a separate logsheet for each.

	If harvest under an Individual Fishing Quota (IFQ) Program

4. INFORMATION REQUIRED FOR EACH DAY THE VESSEL IS ACTIVE.

Federal Reporting Area. Enter the reporting area code where groundfish were harvested.

> Use the reporting area codes presented in Figure 1 and Figure 3.

COBLZ or RKCSA. If groundfish were harvested using trawl gear, indicate whether catch was harvested in COBLZ or RKCSA.

Gear Type. Check to indicate the gear type of harvester. If gear type used to harvest fish is not listed, check OTHER and describe gear.

> If gear information is the same as the previous page, check the appropriate box instead of re-entering the information.

Crew Size. Indicate the number of crew engaged for groundfish processing or other related activities. Do not include certified observer. Enter the number of crew, excluding certified observer(s), on the last day of the weekly reporting period.

Processing. Enter only the number of individuals involved in groundfish processing.

Other. Enter a prorated estimate of the number of individuals involved in administration and support of the groundfish processing operations, but do not include the number of individuals involved in processing crab or other nongroundfish.

Total. Sum and enter the total number of employees.

Observer Information.
Enter the number of NMFS-certified observers aboard the vessel.
Enter printed name and cruise number of each observer aboard the vessel.

Management Program. Check to indicate:

CDQ. Whether this activity is under the Western Alaska Community Development Quota (CDQ) Program.; if yes, record the CDQ number. If operating under more than one CDQ number, use a separate report for each.

AFA. Not applicable for motherships

Research Program. Whether harvest is under a research program; if yes, record the research program number.

Experimental Fishery. Whether harvest is under an experimental fishery; if yes, record the experimental fishery number.

5. DELIVERY INFORMATION.

Record the following information for each delivery.

CV or BS. Enter CV or BS to indicate delivery by a catcher vessel or buying station, respectively.

Receive Discard Report. Enter YES or NO to indicate whether Catcher Vessel submitted blue discard copy of DFL to buying station. If "NO", enter the reason catcher vessel gave for non-submittal as follows (example: NO-L):

Code	Reason for Non-submittal
P	Catcher vessel does not have a Federal fisheries permit
L	Catcher vessel is under 60 ft length overall
P	Catcher vessel is under 60 ft LOA and also does not have a Federal fisheries permit
U	Catcher vessel delivered an unsorted codend
If blue discard copy of DFL is not submitted by catcher vessel, and no reason was given, enter NO without a code.	

Name. Enter the name of the Catcher Vessel or Buying Station delivering the groundfish.

ADF&G NO. Enter the 5-digit ADF&G vessel number of the Catcher Vessel or Buying Station delivering the groundfish.

Receipt Time.   Record the time (to the nearest hour, A.l.t.) when receipt of groundfish delivery was completed.

Receipt Position. Enter latitude and longitude of begin position (to at least the nearest minute) of the Mothership's position when the groundfish delivery is received. Option: record to nearest second or fraction of minute.

Estimated Total Round Catch Weight.
Circle either lb or mt. Use the same units to report weight throughout the year.
Enter the round catch weight of groundfish to the nearest pound or metric ton. excluding pollock and Pacific cod .

IR/IU Species.
Enter the round catch weight of pollock to the nearest pound or metric ton.
Enter the round catch weight of Pacific cod to the nearest pound or metric ton.

Fish Ticket Number. Enter the ADF&G fish ticket number issued to the catcher vessel.

6. DISCARD/DISPOSITION INFORMATION.

Use species and product codes presented in Table 1 and Table 2.

Daily Total.
Weight. Record daily the species code, product code, and the total estimated discard/disposition amounts in whole fish weight for each groundfish species or species group and Pacific herring in pounds or to at least the nearest 0.001 mt.
Numbers of animals. Record daily the species code, product code, and discard/disposition amounts by number of Pacific salmon, steelhead trout, Pacific halibut, king crab, and Tanner crab.
No discard/disposition. If there are no discard/disposition for a day, write "0", "ZERO" or "NO DISCARDS" on the "daily total" line.

Balance Forward.
Enter the total amount of discard/disposition, by species and product codes, carried forward from the previous day.
At the beginning of each weekly reporting period, the discard/disposition amount is zero, and

nothing shall be carried forward from the previous weekly reporting period.

Weekly Cumulative Total.
　　Enter the total discard/disposition amount by species and product codes, calculated by adding the relevant daily total and the total carried forward.
　　Calculate cumulative discard/disposition totals for each reporting area, gear type, IFQ, and CDQ program.

7. PRODUCT INFORMATION.

Record the following information for each product. Check either pounds (lb) or metric tons (mt).

Daily Total.
　　Enter the total amount of product -- by species codes, product codes, and product designation -- that was produced each day.

> Use the species codes, product codes, and product designations presented in Table 1 and Table 2.

> **Example 1**
> to describe a single product:
> 270 -- P -- 31 (pollock/primary product, minced)

> **Example 2**
> to describe two products from the same fish:
> 270 -- P -- 23 (pollock/ primary product, fillets)
> 270 -- A -- 14 (pollock/ancillary product, roe).

> **Example 3**
> **to describe multiple products:**
> Out of 100 mt of pollock:
> 　90 mt processed into
> 　　　13.5 mt deep skin fillets + 2.7 mt roe
> 　　　　　270 -- P -- 24 = 13.5 mt
> 　　　　　270 -- A -- 14 =   2.7 mt
> 10 mt small and damaged pollock + 73.8 mt pollock parts processed into 14 mt meal. Total meal = 83.8 mt
> 　　　12% (10/83.8) of the meal = 1.68 mt is primary
> 　　　88% (73.8/83.8) of the meal = 12.32 mt is ancillary
> 　　　　　270 -- P -- 32   =   1.68 mt
> 　　　　　270 -- A -- 32   = 12.32 mt

> **Example 4**
> **to record an unlisted, ancillary product**.
> Enter product code 97 and write in the name of the product.
> 　　　270 -- A -- 97
> pollock, ancillary product, livers

If no production occurred for a day, write "NO PRODUCTION" on the "daily total" line.

Balance Forward.
　　Enter the total amount of product, by species codes, product codes, and product designation, carried forward from the previous day.
　　At the beginning of each weekly reporting period, the product amount is zero, and nothing shall be carried forward from the previous weekly reporting period.

Weekly Cumulative Total.
　　At the end of each weekly reporting period, enter the cumulative total product weight, by species codes, product codes, and product designation calculated by adding the relevant daily total and the total carried forward for that week.
　　Calculate cumulative production totals for each reporting area, gear type, and CDQ number.

Comments (optional)